



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET**

**Regular Board Meeting
Wednesday, November 15, 2017**

7:00 P.M. Regular Board Meeting

**Community Center
1601 Discovery Bay Boulevard**



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday November 15, 2017
REGULAR MEETING 7:00 P.M.**

**Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak must come up and speak from the podium and will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the President.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of regular meeting for November 1, 2017.
2. Approve Register of District Invoices.

D. PRESENTATIONS

1. Donation of the Byron Delta Lions Bench.
2. CSDA Field Coordinator, Colleen Haley - Presenting the Special District Recognition.

E. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report

F. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of October 2017

G. BUSINESS AND ACTION ITEMS

1. Discussion and possible action on converting the remaining Cornell Park Tennis Court to Pickleball.
2. Discussion and possible action regarding stationary electronic signboard (s).
3. Discussion and possible action regarding First Amendment to the MOU for the Development of a Groundwater Sustainability Plan.

H. INFORMATIONAL ITEMS ONLY

I. DIRECTORS' REPORTS

1. Standing Committee Reports
2. Other Reportable Items

J. MANAGER'S REPORT

K. GENERAL MANAGER'S REPORT

L. CORRESPONDENCE RECEIVED

1. Received - East Contra Costa Fire Protection District meeting minutes for October 2, 2017.
2. Received – Letter from PG&E regarding the accident related to the interruption of power on October 26, 2017 and where to file damage claims.

M. FUTURE AGENDA ITEMS

N. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

O. CLOSED SESSION

1. Conference with Legal Counsel—Anticipated Litigation Pursuant to Government Code Section 54956.9(b)
One potential Case

P. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

Q. ADJOURNMENT

1. Adjourn to the regular meeting on December 6, 2017 beginning at 7:00 a.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday November 1, 2017

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – by President Leete.
2. Pledge of Allegiance – Led by Director Steele
3. Roll Call – All present with the exception of Vice-President Graves and Director Pease.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

Public Comment Regarding:

- Teenagers parking on the street and being disrespectful.
- Speeding and traffic issue.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of regular meeting for October 18, 2017.
2. Approve Register of District Invoices.

Motion by: Director Steele to approve the Consent Calendar.

Second: Director Mayer.

Vote: Motion Carried – AYES: 3 – President Leete, Director Mayer, Director Steele, NOES: 0, ABSENT: Vice-President Graves, Director Pease.

D. AREA AGENCIES REPORTS / PRESENTATION

1. Supervisor Diane Burgis, District III Report – Alicia Nuchols Field Representative provided an update regarding the Tour with Senator Glazer and Supervisor Burgis. Also, handed out the Contra Costa County Resource Guide.
2. Sheriff's Office Report – Crime Prevention Specialist Fontenot – Provided the details of the sheriff report. There was discussion regarding boats and RVs parked on the street. Additional details provided by Crime Prevention Specialist Fontenot regarding a Neighborhood Watch Program. Lieutenant Steve Borbely – Provided details regarding the homicide in Discovery Bay, a license plate reader, and a Neighborhood Watch meeting next week (date to be announced).
3. CHP Report – Officer Thomas provided an update for the month of October.

E. LIAISON REPORTS

None

F. PRESENTATIONS

None

G. BUSINESS AND ACTION ITEMS

1. Discussion and possible action regarding the GreenPlay Board of Directors Workshop Proposal.
Recreation Programs Supervisor – Provided the details of the GreenPlay proposal for Phase I and Phase II.
Director Steele – provided a background for recreation and the need to hire a qualified firm to provide potential funding sources for the future planning and operational functions of the Discovery Bay Community Center.

Motion by: Director Steele to approve contract with GreenPlay, LLC in the amount of \$2,500 for phase one, of a two-phase contract totaling \$7,500, for professional consulting services related to potential funding sources for the future planning and operational functions of the Discovery Bay Community Center and authorize the General Manager to execute all contract documents.

Second by: Director Mayer

Vote: Motion Carried – AYES: 3 – President Leete, Director Mayer, Director Steele, NOES: 0, ABSENT: Vice-President Graves, Director Pease.

2. Discussion and possible action regarding the Recreation Services Department Annual Report.
Recreation Programs Supervisor – Provided the details of the Recreation Services Department Annual Report along with a movie highlighting the activities from this past year (2016-2017). There was discussion regarding the movie; validates staff is working very hard.

Motion by: Director Steele to accept the 2016/17 Recreation Services Department Annual Report.

Second by: Director Mayer

Vote: Motion Carried – AYES: 3 – President Leete, Director Mayer, Director Steele, NOES: 0, ABSENT: Vice-President Graves, Director Pease.

Public Comment Regarding:

- Both agenda items G-1 and G-2; regarding the revenue, expenses and whether there is a need for consulting services.

President Leete provided details regarding the Community Center as a great place for the community (kids, seniors and adults) for numerous varieties of activities. The Community Center is an asset to the community and not designed to earn money.

H. MANAGER'S REPORT

None

I. INFORMATIONAL ITEMS ONLY

None

J. DIRECTORS' REPORTS

1. Standing Committee Reports

Director Steele – Provided the details of the Communications Committee meeting related to finalizing plans/proposals for the Stationary Message Board.

President Leete – Provided the details of the Delta Tour related to the history, the development of the Delta along with issues with the levees. There was other discussion with Senator Glazer and Supervisor Burgis related to traffic concerns within Discovery Bay.

2. Other Reportable Items

K. GENERAL MANAGER'S REPORT

General Manager Davies – Provided the details of the Contra Costa County Planning Commission, November 8th meeting at 7:00 p.m. for the Urban Farm Animal Ordinance. The two letters of objection regarding the Urban Farm Animal Ordinance sent by the Town are before the Planning Commission.

L. CORRESPONDENCE RECEIVED

1. Received – Contra Costa County Aviation Advisory meeting minutes for August 10, 2017.
2. Received – Contra Costa County Aviation Advisory meeting minutes for September 14, 2017.

M. FUTURE AGENDA ITEMS

None

N. ADJOURNMENT

1. The meeting adjourned at 7:33 p.m. to the next regular meeting of November 15, 2017 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 11-02-17

<http://www.todb.ca.gov/agendas-minutes>



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

November 15, 2017

Prepared By: Dina Breitstein, Finance Manager & Lesley Marable, Accountant
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title

Approve Register of District Invoices.

Recommended Action

Staff recommends that the Board approve the listed invoices for payment.

Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

Fiscal Impact:

Amount Requested \$ 432,881.57

Sufficient Budgeted Funds Available?: Yes (If no, see attached fiscal analysis)

Prog/Fund # See listing of invoices. **Category:** Operating Expenses and Capital Improvements

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2017/2018
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 8 2017/2018
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 9 2017/2018

AGENDA ITEM: C-2

Request For Authorization To Pay Invoices (RFA)
For The Meeting On November 15, 2017
Town of Discovery Bay CSD
For Fiscal Year's 7/17 - 6/18

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Contra Costa County Reimbursement				
Tee Janitorial & Maintenance	9009	Janitorial Service Oct 2017 (Z57,Z61)	10/22/17	\$80.00
Watersavers Irrigation Inc.	1912914-00	Landscape Reimb (Z35,Z57,Z61)	11/06/17	\$571.56
		Contra Costa County	Sub-Total	\$651.56
Water				
Alhambra	13710019 102717	Bottle Water Service	10/27/17	\$12.92
Badger Meter	80015287	Beacon Cellular Data Oct 2017	10/31/17	\$4,684.07
Big Dog Computer	BDC33340	IT Support, Hard Drive Repair	10/26/17	\$198.25
Big Dog Computer	BDC33342	IT Support, Security Maintenance And Connectivity Repair	11/01/17	\$304.00
Big Dog Computer	BDC33343	IT Support, Software Management	11/02/17	\$97.50
Big Dog Computer	BDC33344	IT Support, Software Application	11/02/17	\$78.20
Brentwood Ace Hardware	808/103117	Misc. Small Tools	10/31/17	\$161.91
CaliforniaChoice Benefit Admin	2792587/53040	Health Insurance Dec 2017	09/27/17	\$5,366.94
Cintas	185629002	Mats, Etc.	10/25/17	\$13.59
Cintas	185630055	Mats, etc.	11/01/17	\$11.89
Core & Main LP	H941740	Water Meter Project, Solid Cover With Probe	10/12/17	\$1,252.78
J.W. Backhoe & Construction, Inc.	10	Water Meter Installation Project	10/19/17	\$214,254.66
J.W. Backhoe & Construction, Inc.	2876	Paved Beaver And Dune Pt	10/23/17	\$6,012.12
J.W. Backhoe & Construction, Inc.	2877	Paved WWTP#2	10/23/17	\$6,670.50
Office Depot	974694446001	Office Supplies	10/25/17	\$150.25
R & B Company	51693688.001	Water Meter Project, Meter Boxes	10/27/17	\$1,145.11
ReliaStar Life Insurance Company	JR52 457(B) 111517	457(b) 11/01/17-11/15/17	11/15/17	\$403.02
Ricoh USA, Inc	5050855334	Photocopier	10/17/17	\$82.13
TASC	IN1131479	HIPAA Compliance, Admin Fees Health Spending Account	11/01/17	\$42.00
Tee Janitorial & Maintenance	9009	Janitorial Service Oct 2017	10/22/17	\$285.60
Telstar Instruments, Inc.	91825	Willow Lake And Well 1B PLC Upgrades	10/09/17	\$2,947.50
Univar	SJ844600	Chemicals Delivered 10/13/17	10/16/17	\$186.00
Univar	SJ844601	Chemicals Delivered 10/13/17	10/16/17	\$302.25
Univar	SJ846467	Equipment Maintenance, Replacement Part	10/26/17	\$300.00
Univar	SJ846584	Chemicals Delivered 10/24/17	10/26/17	\$348.75
Univar	SJ846585	Chemicals Delivered 10/24/17	10/26/17	\$288.30
Veolia Water North America	90127628	Monthly O&M Fee Nov 2017	11/02/17	\$52,597.21
Veolia Water North America	90127771	CPR Training	11/03/17	\$183.60
Verizon Wireless	9795267100	Cell Phone Bill Oct 2017	10/26/17	\$260.37
		Water	Sub-Total	\$300,893.72
Wastewater				
Alhambra	13710019 102717	Bottle Water Service	10/27/17	\$19.37
Big Dog Computer	BDC33340	IT Support, Hard Drive Repair	10/26/17	\$297.38
Big Dog Computer	BDC33342	IT Support, Security Maintenance And Connectivity Repair	11/01/17	\$456.00
Big Dog Computer	BDC33343	IT Support, Software Management	11/02/17	\$146.25
Big Dog Computer	BDC33344	IT Support, Software Application	11/02/17	\$117.30
Brentwood Ace Hardware	808/103117	Misc. Small Tools	10/31/17	\$242.88
CaliforniaChoice Benefit Admin	2792587/53040	Health Insurance Dec 2017	09/27/17	\$8,050.41
Cintas	185629002	Mats, Etc.	10/25/17	\$20.35
Cintas	185629002	Uniforms	10/25/17	\$10.31
Cintas	185630055	Mats, etc.	11/01/17	\$17.83
Cintas	185630055	Uniforms	11/01/17	\$10.30
Herwit Engineering	17-10	Professional Services Oct 2017	11/01/17	\$1,628.14
Office Depot	974694446001	Office Supplies	10/25/17	\$225.37
ReliaStar Life Insurance Company	JR52 457(B) 111517	457(b) 11/01/17-11/15/17	11/15/17	\$604.53
Ricoh USA, Inc	5050855334	Photocopier	10/17/17	\$123.20
TASC	IN1131479	HIPAA Compliance, Admin Fees Health Spending Account	11/01/17	\$63.00
Tee Janitorial & Maintenance	9009	Janitorial Service Oct 2017	10/22/17	\$428.40
Veolia Water North America	90127628	Monthly O&M Fee Nov 2017	11/02/17	\$78,895.81
Veolia Water North America	90127771	CPR Training	11/03/17	\$275.40
Verizon Wireless	9795267100	Cell Phone Bill Oct 2017	10/26/17	\$294.65
		Wastewater	Sub-Total	\$91,926.88
		Grand Total		\$393,472.16

**Request For Authorization To Pay Invoices (RFA)
For The Meeting On November 15, 2017
Town of Discovery Bay, D.Bay L&L Park #8
For Fiscal Year's 7/17 - 6/18**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Zone 8				
Brentwood Ace Hardware	808/103117	Equipment Maintenance	10/31/17	\$155.49
Brentwood Ace Hardware	808/103117	Landscape Maintenance	10/31/17	\$13.23
Cintas	185629002	Uniforms	10/25/17	\$54.56
Cintas	185630055	Uniforms	11/01/17	\$43.83
Tee Janitorial & Maintenance	9009	Janitorial Service Oct 2017	10/22/17	\$720.00
Town Of Discovery Bay CSD	561	Payroll Reimbursement Sept 2017	11/03/17	\$12,051.26
Verizon Wireless	9795267100	Cell Phone Bill Oct 2017	10/26/17	\$171.63
			Total	\$13,210.00
Community Center				
Alhambra	13710019 102717	Community Center-Bottle Water Service	10/27/17	\$51.75
Brentwood Ace Hardware	808/103117	Community Center-Building Maintenance	10/31/17	\$210.62
Cintas	185629002	Community Center-Mats, Etc.	10/25/17	\$66.56
Cintas	185630055	Community Center-Mats, etc.	11/01/17	\$44.55
Comcast	8155400350238372/171	Community Center-Internet Service	10/22/17	\$244.14
Discovery Pest Control	224163	Community Center-Pest Control	10/26/17	\$99.00
Karina Dugand	49	Community Center-Program Fees	10/26/17	\$1,269.00
Office Depot	972761321001	Community Center-Office Supplies	10/19/17	\$115.81
Tee Janitorial & Maintenance	9009	Community Center-Janitorial Service Oct 2017	10/22/17	\$260.00
Town Of Discovery Bay CSD	561	Community Center-Payroll Reimbursement Sept 2017	11/03/17	\$19,843.95
			Total	\$22,205.38
			Grand Total	\$35,415.38

Request For Authorization To Pay Invoices (RFA)
For The Meeting On November 15, 2017
Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)
For Fiscal Year's 7/17 - 6/18

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Cintas	185629002	Uniforms	10/25/17	\$54.57
Cintas	185630055	Uniforms	11/01/17	\$43.85
Cintas	185630056	Personal Protective Equipment	11/01/17	\$42.07
Tee Janitorial & Maintenance	9009	Janitorial Service Oct 2017	10/22/17	\$280.00
Town Of Discovery Bay CSD	560	Payroll Reimbursement Sept 2017	11/03/17	\$3,387.11
Verizon Wireless	9795267100	Cell Phone Bill Oct 2017	10/26/17	\$171.64
Watersavers Irrigation Inc.	1908083-11	Landscape Maintenance	10/25/17	\$14.79
			Total	\$3,994.03

**Town of Discovery Bay, CA
Waste & Wastewater**

MONTHLY OPERATIONS REPORT

October 2017

2985 Days of Safe Operations
142,584 worked hours since last recordable incident

TRAINING:

- **Safety**
 - **West Monthly Regional Safety Webinar**
 - **Weekly Safety Topics**
 - **First Aid/CPR/AED**

- **Operation**
 - **None this month**

REPORTS SUBMITTED TO REGULATORY AGENCIES:

- **Monthly Discharge Monitoring Report (DMR)**
- **Monthly electronic State Monitoring Report (eSMR)**
- **Monthly Coliform Report, State Water Board (DDW)**
- **Quarterly Discharge Monitoring Report (DMR)**
- **Quarterly electronic State Monitoring Report (eSMR)**
- **Quarterly Water Quality Report (DDW)**

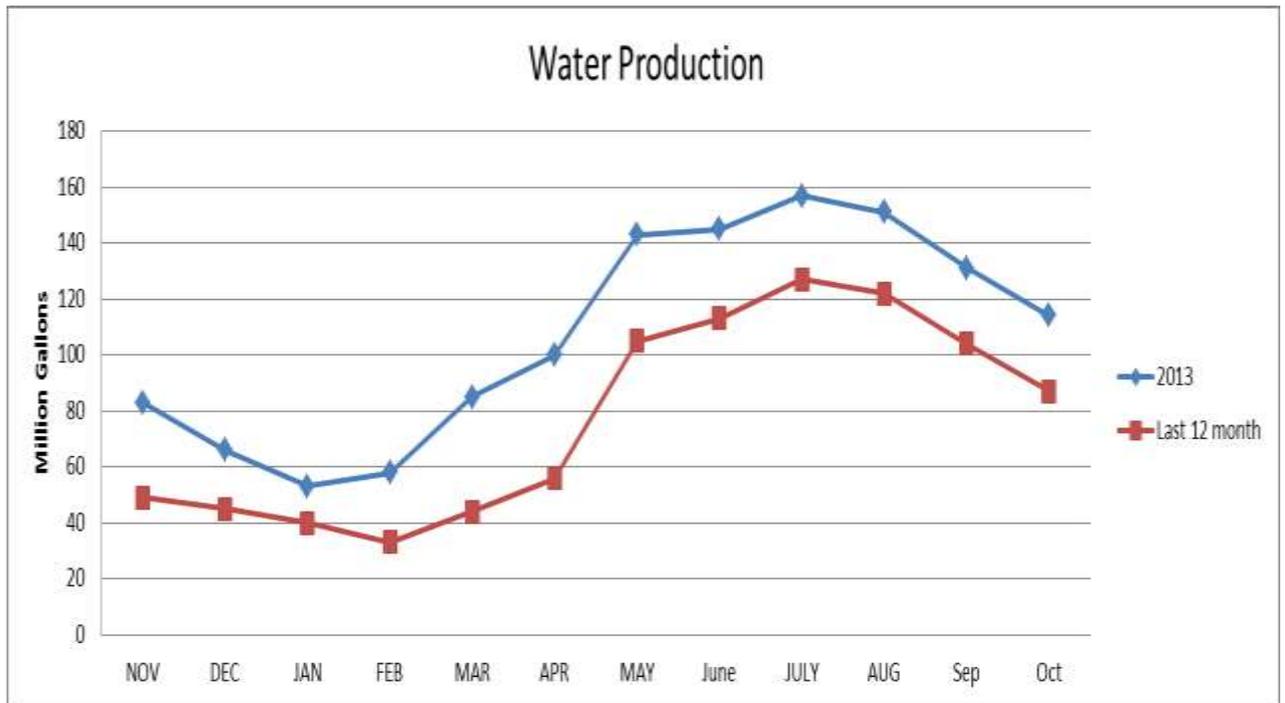
WATER SERVICES

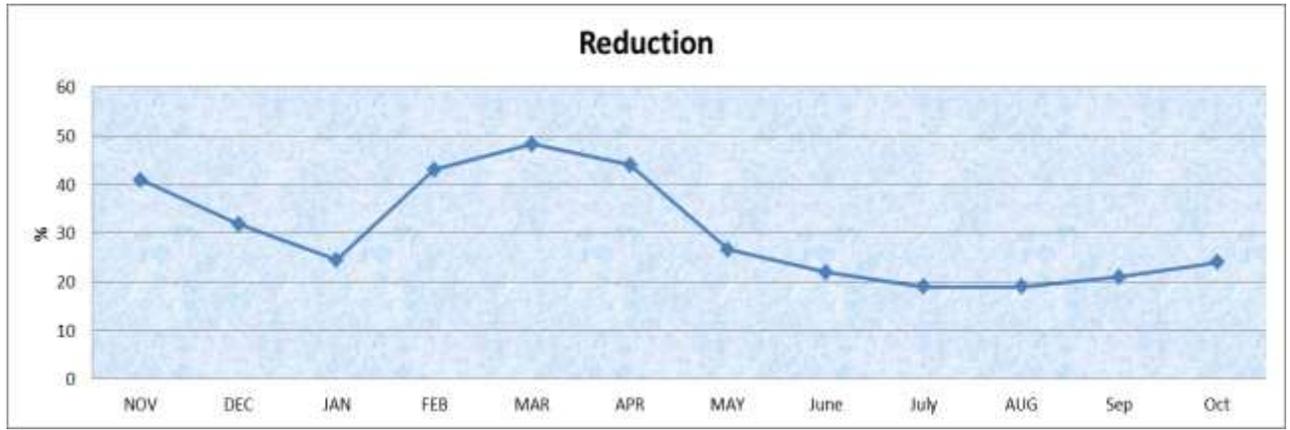
Groundwater Well:

- 1B - Active
- 2 – Active
- 4 – Active
- 5B - Active (Standby only)
- 6 – Active
- 7 - Active

2017 Monthly Water Production Table (MG):

January	February	March	April	May	June
40	33	44	56	105	113
July	August	September	October	November	December
127	122	104	87		





Chemical Usage:



Bacteriological Test Results:

Routine Bacteria Samples Collected	No. Total Coliform Positives	No. Fecal/E. coli Positives	Brown Water Calls	Fire Hydrant Flushing
• 20	• 0	• 0	• 0	• 4

WASTEWATER SERVICE

Wastewater Laboratory Analysis

<i>WW Effluent Parameter</i>	<i>Permit Limits</i>	<i>Sept Lab Data</i>	<i>Oct Lab Data</i>
Flow, MG Effluent, monthly total		34	35
Flow, MG Daily Influent Flow, avg.	N/A	1.3	1.3
Flow, MG Daily Discharge Flow, avg.	2.35	1.1	1.1
Effluent BOD ₅ , lbs/d, monthly avg.	350	17	12
Effluent TSS, lbs/d, monthly avg.	525	30	13
Effluent BOD ₅ , mg/L, monthly avg.	20	2	1
Effluent TSS, mg/L, monthly avg.	30	3	1
Total Coli form 7 day Median Max	23	79	79
Total Coli form Daily Maximum	240	103	49
% Removal BOD ₅ , monthly avg.	85% min.	99	99
% Removal, TSS, monthly avg.	85% min.	97	98
Electrical Conductivity, umhos/cm annual avg.	2100	2090	2089

National Pollution Discharge Elimination System (NPDES):

NPDES Related Excursions	Permit Parameter	NPDES Parameter Limit	Actual Parameter Result
• 2 *	• 7-day median	• 23 MPN	• 79,64

- Accrued during startup of new sand filter, carry over from end of September

COLLECTION

Lift Station Status:

# of Active Lift Stations	# of Inactive Lift Stations	SSO	Wastewater Received (MG)
• 15	• 0	• 0	• 35

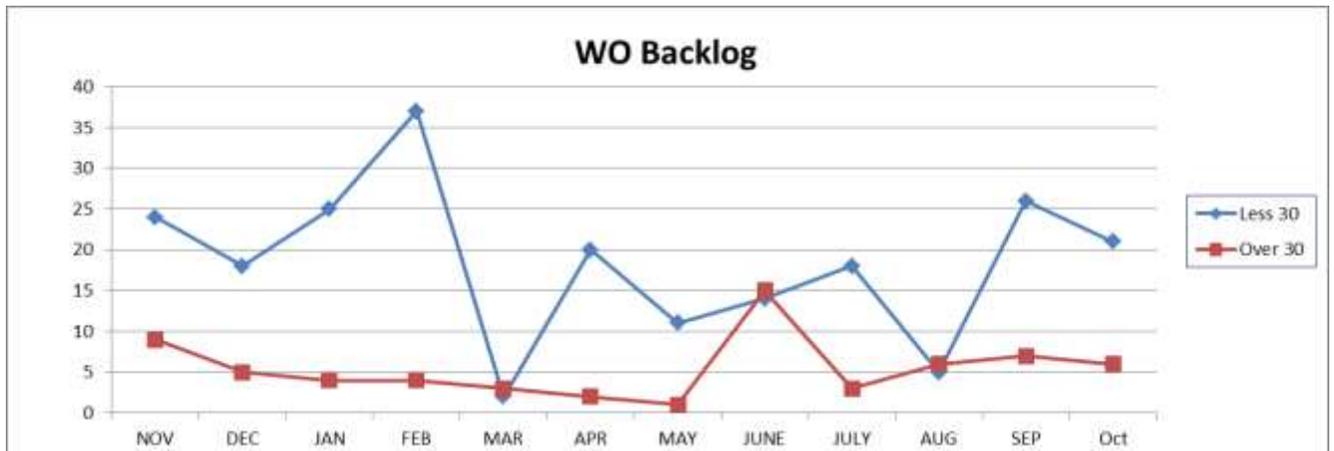
Performed weekly lift station inspections

Sewer System:

- 255,700 ft. of collection sanitary sewer line has been assessed.
- 0 ft. flushed/CCTV
- 593 manhole & covers has been inspected.

MAINTENANCE

Preventive and Corrective:



Call & Emergency Responses

Call Outs	Emergencies
2	0

Personnel Hours & Overtime: Regular Hour	Overtime
1760	40

TERMS

WWTP	WASTEWATER TREATMENT PLANT
WTP	WATER TREATMENT PLANT
WL	WILLOW LAKE
NP	NEWPORT
VFD	VARIABLE FREQUENCY DRIVE
WO	WORK ORDER
PLC	PROGRAMMABLE LOGIC CONTROLLER
L/S	LIFT STATION
SSO	SANITARY SEWER OVERFLOW
BOD	BIOLOGICAL OXYGEN DEMAND
TSS	TOTAL SUSPENDED SOLIDS
MGD	MILLION GALLONS PER DAY
mg/l	MILLIGRAMS PER LITRE
CCTV	CLOSED CIRCUIT TELEVISION
PPM	PARTS PER MILLION
RAS	RETURN ACTIVATED SLUDGE
WAS	WATSE ACTIVATED SLUDGE
UV	ULTRAVIOLET LIGHT



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

November 15, 2017

Prepared By: Mac Kaiser, Recreation Programs Supervisor

Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title

Discussion and possible action on converting the remaining Cornell Park Tennis court to Pickleball.

Recommended Action

Recommend the conversion of the remaining Cornell Park Tennis Court to four (4) Pickleball courts and to authorize staff to pursue funding alternatives, including initiating grant application(s), and return to Board for Funding Plan approval.

Executive Summary

In July, 2013 the Town of Discovery Bay converted one of two existing tennis courts located at Cornell Park, creating two Pickleball Courts and leaving the remaining tennis court.

In January 2016, with interest and participation in the sport of pickleball rapidly growing, the Pickleball Community in Discovery Bay approached the Town of Discovery Bay Board of Directors requesting repairs to the current pickleball courts and conversion of the remaining tennis court to an additional four pickleball courts.

In December 2016, after numerous discussions with the local Pickleball and Tennis Communities, staff submitted a recommendation to the Board to maintain the Community Center tennis courts 3 and 4 for tennis only, maintain the Cornell Park Pickleball Court/Tennis Court as currently configured, and as the approved list of eligible projects for the PG&E funding is completed, to revisit the currently approved PG&E funding and reallocate those remaining funds to finding a midterm solution for the expansion of Pickleball on to the Cornell Park Tennis Court. Board direction at the conclusion of this item was to accept the staff report but with no further action.

At the September 2017 Standing Park and Recreation Committee Meeting, Pickleball Community representatives again addressed the Board and staff regarding both the repairs and the conversion of the remaining Pickleball Courts at Cornell Park. As a result of this discussion, Pickleball representatives were tasked with surveying adjacent property owners regarding noise and the possible conversion of the remaining tennis court and to determine what, if any, concerns and/or issues the proposed change might have on neighbors. With general overview from staff, a survey was conducted by representatives from the Pickleball community at homes within 300 feet of the courts. A full copy of the survey provided by the Pickleball representative is attached.

Seventeen of the twenty-nine homeowners located within 300 feet of the Pickleball/Tennis courts responded favorably to a conversion of the remaining tennis court at Cornell Park. Six of the home owners were opposed, 5 preferring to keep the tennis court as is, and 1 due to noise issues. Pickleball representatives were unable to make contact with 6 home owners.

As Pickleball continues to remain a rapidly growing sport throughout the country, the need for additional facilities will continue to become an important issue in Discovery Bay. Current issues raised by residents in close proximity to the Pickleball facility can be addressed by restricting play throughout the day, community access to 8 tennis courts at the Community Center that are within close proximity to Cornell Park.

"Continued to the next page"

Recommend the conversion of the remaining Cornell Park Tennis Court to 4 Pickleball courts and to authorize staff to pursue funding alternatives, including initiating grant application(s), and upon outlining a proposed Funding plan, return to Board for approval.

Fiscal Impact:

Amount Requested None at this time

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category:

Previous Relevant Board Actions for This Item

Attachments

Discovery Bay Pickleball Club Cornell Park Tennis Court Survey

AGENDA ITEM: G-1



DISCOVERY BAY PICKLEBALL CLUB

PLAYS AT
505 DISCOVERY BAY BLVD
DISCOVERY BAY CALIF.

Cornell Park Tennis Court Survey October 20, 2017

The survey was conducted by members of the Discovery Bay community pickleball players. This was done to provide additional information for the TODB Parks & Recreation Committee in assessing the request to convert the tennis court at Cornell Park into permanent pickleball courts.

2. Cornell Park Tennis Court Survey Process
3. Survey Area
4. Survey hand out used to maintain consistency during the survey
5. Survey response details
6. Survey Summary and comments

Cornell Park Tennis Court Survey Process

- Established the six-person survey committee.
- Walked the area during a Saturday pickleball playtime to determine the proper area to survey. Determined that at approximately 300 feet from the courts you could not hear the pickleball activity if there was any normal local activity going on. IE: kids playing, cars driving by, lawn mowing, etc. At a point of absolutely no local activity you could tell there was something going on.
- Developed the survey method and a handout to use during the survey contacts to maintain a consistent approach by each of the six surveyors.
- Reviewed the material and process with the TODB staff and received their endorsement.
- Began the survey, which took two weeks to complete. There were six properties where no contact could be made and each of those was attempted at least twice.
- Accumulated the survey responses and prepared the survey report presented to the TODB Parks and recreation Committee.

Survey Committee:

Randi Laforge
Michele Palmer
Marsha Tiller
Rob Martinsen
Wayne D'Anna
Bob Lyman

Discovery Bay



Imagery ©2017 Google, Map data ©2017 Google United States

Survey - Private Property Surrounding Cornell Park Tennis /Pickleball Courts

The Discovery Bay pickleball community is surveying the property owners surrounding the tennis /pickleball courts at Cornell park.

- The pickleball players are proposing to convert the tennis court into permanent pickleball courts.
- The conversion would be done without any public taxpayer dollars.
- The tennis community would not be impacted because of the current publicly available 8 tennis courts at the Community Center located one mile away.
- Pickleball use of the courts is limited to hours after 8 am.

This survey is to verify that the property owners with-in 300 feet of the courts know that this conversion is being considered by the Town Board and record the owners' attitude about this conversion.

In addition we the pickleball community want to encourage you and your family and friends to come give pickleball a try – we think you would find it a fun source of exercise and social interaction with some new friends in Discovery Bay.

For additional information about pickleball you can view all manner of information by going to the USAPA web site www.USAPA.org and the local pickleball Facebook page www.facebook.com/dbpickleball/

Local club board members:

Randi LaForge	925-809-0422
Mario Sarabia	925-577-0461
Terry Silva	925-305-7573
Lisa Monroe	925-642-4270

CORNELL PARK PICKLEBALL SURVEY DETAIL

Interview comments from representatives of the 23 properties surveyed

Supportive Remarks
Opposed Remarks

Oppose conversion because of noise	1	
Oppose conversion because they want tennis court to remain	5	
Support conversion because public property getting greater use	4	
Support conversion because pickleball is fast growing sport	2	
Support conversion - no specific comment	4	
Do not oppose conversion - no specific comment	5	
Do not oppose conversion from a tennis player	2	
NOTES:		
Total properties in the surveyed area = 29		
Property owners unable to contact = 6		
There were six people involved in making the survey contacts and on the six properties where no contact was made, two had four attempts, three had three attempts and one had two attempts. These were done on different days and at different times.		
	17	6

**Discovery Bay
Cornell Park Tennis Court Survey**
October 2017

Survey Summary:

The 29 properties surrounding the tennis court at Cornell Park within 300 feet of the court were surveyed during September and October 2017. The message was that the pickleball community was proposing to convert the tennis court into permanent pickleball courts. The attached flyer was used to keep the survey comments uniform as the proposal was discussed with each person that the Town of Discovery Bay Board was considering this change. There were six properties where no one was ever home to contact.

Survey results:

The results were that only one of those surveyed; opposed the conversion because of pickleball play and that was primarily a noise issue. What we did find was 21%, or five parties wanted the tennis court to stay and not be converted to pickleball because they like the tennis court in their back yard. The other 74%, or 17 parties, either fully supported the conversion to permanent pickleball courts or did not care if the conversion took place.

Survey Response:

While we appreciate the interest of those who like the tennis court in their back yard, our community is not large and traveling to tennis, or pickleball, by any member in our community to either of the locations is easily doable.

Some non-supporters in the survey felt a conversion would affect their property values. On this issue we believe it would be impossible to verify an actual financial number to this belief. The real economic issue for our total community is getting buyers to be interested in Discovery Bay to shop for housing here. Therefore this value issue should be something for all of our tax paying community members to be able to participate in. With pickleball being the fastest growing recreational sport in the country there is no question that developments are including pickleball in their plans. And those interested in looking at a community with pickleball will have a much stronger interest if a permanent standard six-court pickleball facility is available. Our community is already well represented in the tennis world with the eight public courts recently purchased by the Town. And as we have noted in the past, there is approximately the same number of tennis and pickleball players playing in our community with a distinct disparity in courts for pickleball.

With this background and the relative positive community support for the court conversion at Cornell Park we think the public policy decision by our elected officials needs to consider the whole community when it comes to the conversion issue as well as all park usage.

Other Comments:

Additional thoughts that came because of the survey are that maybe the 8am start time that has been an informal agreement of the pickleball club should become a TODB policy for use of the courts.

In addition we have become aware of material other communities have used that are claimed to create an effective sound barrier. The issues with them are the cost, about \$8,000 per 120 lineal feet, potential wind load problems on the fence and they completely block viewing the court activity from outside.

Requested Action of the Town Board:

The pickleball community is prepared to raise the funds and do the work necessary to make the conversion happen.

We are asking that the decision be made that the tennis court at Cornell park can be converted to permanent pickleball courts. The effort of the pickleball community would be done in cooperation with town staff. We see the process being two pronged, one to use the courts with portable equipment as we develop and run a fund raising effort which would then get the permanent courts done. We see the pickleball community being responsible for ongoing upkeep of the facility and the Town being responsible for any major repair issues.

Discovery Bay Pickleball Club Officers:

Randy Laforge, President

Mario Sarabia, Treasurer

Terry Silva, Secretary

Lisa Monroe, Special Activities



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

November 15, 2017

Prepared By: Michael R. Davies, General Manager and Kelly Rajala, Office Assistant
Submitted By: Michael R. Davies, General Manager *MRD*

Agenda Title:

Discussion and possible action regarding stationary electronic signboard(s).

Recommended Action

Approve the recommendation of the Communications Committee to purchase and install an electronic signboard at the Well #4 site location and authorize the General Manager to execute all contracts and documents related to the purchase and installation thereof, in an amount not to exceed the estimated total cost of purchase and installation, plus an 8.25% contingency.

Executive Summary

The Board has expressed a desire to explore the use of a fixed electronic signboard as a more appealing means of communicating with our residents, and the matter was brought before the standing Communications Committee for a recommendation. On June 7, 2017 staff presented the Board with some location options and broad pricing alternatives. The Board directed staff to continue work with the Communications Committee to provide more specifics and return with a recommendation.

Four Town locations were explored and analyzed.

- 1) Bixler Road Route
- 2) N/W Corner of Highway 4 and Bixler Road
- 3) Well #4 (East edge of Discovery Bay Blvd., Just North of Clipper Drive)
- 4) Community Center

Evaluation by staff and the Communications Committee is that both Bixler Road locations (#1 and #2 above) are not viable. The Bixler Road Route is owned by the County, which can create hurdles and impediments that don't exist on land owned by the Town, therefore, this would not be a good first choice. Placement of an Electronic signboard at the intersection of Highway 4 and Bixler Road is completely prohibited due to Caltrans' regulations on signage.

The Communications Committee explored and considered installation of the Electronic Sign Board at the Community Center and Well #4 Site locations.

Estimated Costs

Community Center

Sign type: 5x8 Double Sided Full Color	\$19,389.92
Install Estimation:	14,738.00
Permit Estimation:	<u>2,800.00</u>
Subtotal:	\$36,927.92
8.25% Contingency:	<u>3,046.55</u>
TOTAL:	\$39,974.47

"Continued to the next page"

Well #4

Sign type: 5x8 Single Sided Full Color	\$12,993.92
Install Estimation:	11,738.00
Permit Estimation:	<u>2,800.00</u>
Subtotal:	\$27,531.92
8.25% Contingency:	<u>2,271.38</u>
TOTAL:	\$29,803.30

The Communications Committee has determined that the use of fixed electronic signboard(s) would be of substantial benefit to the Town in communicating emergencies, hazards, warnings and other important messaging.

The Communications Committee concludes that there are a number of locations that are needed to ensure messages will reach all Discovery Bay residents. If the first electronic sign proves to be effective, additional electronic signboards should be considered for use in the future.

The Communications Committee recommends that the Board approve the Well #4 site as the primary location for the first stationary electronic signboard. The mobile electronic sign board has a proven history as being very effective at this location. The Well #4 location is believed to reach the most viewers and it is less expensive when compared to the Community Center site.

Once ordered, the signboard would take about six (6) weeks to deliver. During this timeframe, the electrician can prepare and prewire the installation site so that it will take only a few days to complete the job once the signboard is received.

Additional Information:

Staff has spoken with the signboard manufacturer and Timber Point Elementary School regarding maintenance and repairs.

Timber Point School states that they have not had any problems or repairs with their sign other than their maintenance staff replacing a bulb.

The sign manufacturer states that the sign should be cleaned periodically with dish soap and warm water and the cabinet and frame should receive a coat of Turtle Wax once a year. LED lights last about 5 years. Wireless antennas may have to be replaced after about 5 years at a cost of about \$400.00. If a panel needs to be replaced, the cost is about \$400 per panel. Currently, the company does not offer an extended warranty or service plan, nor do they manufacture signboards with radar functionality.

The Fiscal Year 17/18 budget provides for up to two sign boards at \$80,000.00, a cost of up to \$40,000.00 each.

Attachments**AGENDA ITEM: G-2**



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

November 15, 2017

Prepared By: Michael R. Davies, General Manager
Submitted By: Michael R. Davies, General Manager

MRD

Agenda Title

Discussion and possible action regarding the First Amendment to the MOU for the Development of a Groundwater Sustainability Plan.

Recommended Action

Authorize the General Manager to execute and carryout the terms of a First Amendment to the Memorandum of Understanding for the Development of a Groundwater Sustainability Plan for the East Contra Costa County Portion of the Tracy Subbasin with the City of Antioch, Byron-Bethany Irrigation District, Contra Costa Water District, Contra Costa County, Diablo Water District, East Contra Costa Irrigation District, and City of Brentwood that provides for consultant contracting and cost sharing among the Agencies in the preparation of a Groundwater Sustainability Plan ("GSP").

In addition, authorize the General Manager to agree to waive the County's December 1, 2017 deadline for providing written notice as to whether or not to provide in-kind services in lieu of paying its share of GSP costs during FY2017/18, providing that that the County gives its notice on or before December 15, 2017.

Executive Summary

The Sustainable Groundwater Management Act ("SGMA"), effective January 1, 2015, established a framework of priorities and requirements to facilitate sustainable groundwater management throughout the State of California. The legislative intent of the SGMA is for groundwater to be managed in California's groundwater basins by local public agencies and newly-formed Groundwater Sustainability Agencies ("GSA")

Discovery Bay's service area overlays a portion of the Tracy Subbasin in East Contra Costa County, which has been identified by the State as Basin 5-22.15 San Joaquin Valley. The Tracy Subbasin has been designated a medium priority basin by the DWR and must form a GSA.

On April 5, 2017, the Board adopted Resolution No. 2017-07 approving the formation of Discovery Bay as a GSA and authorized the General Manager to execute a Memorandum of Understanding ("MOU") with the GSAs of City of Antioch, City of Brentwood, Byron-Bethany Irrigation District, Contra Costa Water District, Contra Costa County, Diablo Water District, and East Contra Costa Irrigation District (collectively "Parties") to adopt and implement a GSP. On May 9, 2017 the Parties entered into an MOU to develop a GSP for the East Contra Costa County Portion of the Tracy Subbasin and to split the costs evenly.

The Parties now desire a First Amendment ("Amendment") to the MOU to retain the continued services of Luhdorff and Scalmanini ("Consultant") for the preparation of the GSP, and to provide the methodology for sharing equally in the cost.

In summary, the proposed Amendment provides for the City of Brentwood to contract directly with Consultant under terms agreeable by the Parties. Costs would be split equally among the Parties; however, Contra Costa County may, at its sole discretion, satisfy its share of the GSP costs by providing in-kind services. Brentwood will pay Consultant's monthly invoices in full for services rendered, then invoice the other Parties for their proportional share. Terms also provide for an annual accounting and that any proportional under or over value of any in-kind services be equalized.

"Continued to the next page"

Additionally, the County is requesting of the Parties a waiver of the December 1, 2017 notice deadline that requires the County to provide written notice as to whether it will pay its share of GSP costs during FY 2017/18 or provide in-kind services in lieu of payment (refer line 95 of the Amendment). The County seeks this waiver and time extension because the County Board of Supervisors will not meet to vote on this matter until their regular meeting on December 5, 2017. Granting of the waiver and time extension will be done by email polling of the Parties.

Fiscal Impact:

The Parties to the MOU will split all costs in the development of the GSP. The total fiscal cost to Discovery Bay is not known at this time. For fiscal year 2017/18, \$40,000.00 is budgeted toward preparation of the GSP and this amount should be sufficient.

Previous Relevant Board Actions for This Item

April 5, 2017 Formation of GSA and Authorization to Execute MOU.

Attachments

- 1) Proposed First Amendment to MOU

AGENDA ITEM: G-3

1 **FIRST AMENDMENT**

2 **Memorandum of Understanding for the Development of a Groundwater Sustainability**
3 **Plan for the East Contra Costa County Portion of the Tracy Subbasin,**
4 **(DWR Basin 5-22.15, San Joaquin Valley)**
5

6 This First Amendment to the Memorandum of Understanding (“**MOU**”) for the
7 Development of a Groundwater Sustainability Plan for the East Contra Costa County Portion of
8 the Tracy Subbasin, (DWR Basin 5-22.15, San Joaquin Valley) (“**First Amendment**”) is entered
9 into and effective this ___day of _____, 2017, by and among the City of Antioch (“**Antioch**”),
10 the City of Brentwood (“**Brentwood**”), Byron-Bethany Irrigation District (“**BBID**”), Contra
11 Costa Water District (“**CCWD**”), Contra Costa County (“**County**”), Diablo Water District
12 (“**DWD**”), East Contra Costa Irrigation District (“**ECCID**”), and Discovery Bay Community
13 Services District (“**Discovery Bay**”). Each of the parties to this First Amendment is sometimes
14 referred to as a “**Party**” and are collectively sometimes referred to as the “**Parties.**”
15

16 **Recitals**

17 A. On May 9, 2017, the Parties entered into the MOU in order to develop a
18 groundwater sustainability plan (“**GSP**”) for the East Contra Costa County Portion of the Tracy
19 Subbasin (the “**Basin**”).
20

21 B. The MOU reflects the Parties’ agreement that the costs of developing the GSP
22 should be split evenly among the Parties.
23

24 C. Previously, Brentwood contracted with Luhdorff and Scalmanini (“**Consultant**”)
25 on behalf of Brentwood, Byron-Bethany Irrigation District, Diablo Water District, East Contra
26 Costa Irrigation District, and Discovery Bay Community Services District for technical work to
27 support compliance with the Sustainable Groundwater Management Act in the East Contra Costa
28 County portion of the Tracy Subbasin. Paragraph 2(e)(2) of the MOU required CCWD and
29 Antioch to make certain payments to BBID, Brentwood, DWD, ECCID, and Discovery Bay in
30 order to reallocate costs incurred under a contract with Consultant dated April 1, 2015. CCWD
31 and Antioch have made those payments.
32

33 D. The Parties now wish to embark on preparing the GSP and wish to share the cost
34 of that effort equally as contemplated in the MOU. Moreover, the Parties desire for Brentwood,
35 again, to serve as the contracting Party with Consultant on behalf of all of the other Parties.

36 E. The Parties wish to memorialize their mutual agreements by means of this First
37 Amendment.

38 **Agreements**

39
40 1. *Contracting with Consultant & Cost Share Among the Parties*

41
42 As of the effective date of this First Amendment, Paragraph 2(e) in the MOU is deleted in
43 its entirety and replaced with new Paragraph 2(e) to read:

44
45 e. Contracting with Consultant & Cost Share Among the Parties.

46
47 (1) *Contracting with Consultant.*

48
49 A. Contract for the Preparation of the GSP. Brentwood, acting on behalf of the other
50 Parties, shall promptly enter into an agreement with Luhdorff and Scalmanini (“**Consultant**”) for
51 the preparation of the GSP for the Basin.

52
53 B. Annual Budgets and Scopes of Work.

54
55 i. Fiscal Year 2017/18. Not later than December 1, 2017, Brentwood shall
56 obtain a proposed budget and scope from Consultant for services during Fiscal Year (July 1 –
57 June 30) 2017/18. Brentwood shall promptly provide the proposed budget and scope to the other
58 Parties and shall give the other Parties at least ten business days to review the budget and scope
59 and provide written comments to Brentwood. Such comments shall include each Party’s
60 determination as to whether it is willing to pay its share of the cost of the work, as identified in
61 Paragraph 2(e)(2) below. If, after ten business days, no Party has indicated in writing that it is
62 unwilling to pay its share of the cost of the work, the Consultant’s budget and scope for Fiscal

63 Year 2017/18 shall be deemed approved and Brentwood shall take such actions as may be
64 necessary to cause Consultant to perform the services included in that budget and scope of work.
65 In the event that one or more Parties object to the proposed budget and scope of work, the Parties
66 shall promptly meet and confer to determine an appropriate course of action.

67
68 ii. Subsequent Fiscal Years. Not later than each February 15, beginning on
69 February 15, 2018, Brentwood shall obtain a proposed budget and scope from Consultant for
70 services during the upcoming fiscal year. Brentwood shall promptly provide the proposed
71 budget and scope to the other Parties and shall give the other Parties until each March 15 to
72 review the proposed budget and scope, and provide written comments to Brentwood. Such
73 comments shall include each Party's determination as to whether it is willing to pay its share of
74 the cost of such work, as identified in Paragraph 2(e)(2). If, after each March 15, no Party has
75 indicated in writing that it is unwilling to pay its share of the cost of such work, the Consultant's
76 budget and scope for the upcoming fiscal year shall be deemed approved and Brentwood shall
77 take such actions as may be necessary to cause Consultant to perform the services included in
78 that budget and scope of work. In the event that one or more Parties object to the proposed
79 budget and scope of work, the Parties shall promptly meet and confer to determine an
80 appropriate course of action.

81
82 C. Payments by Parties to Brentwood. Brentwood shall, upon receipt of
83 Consultant's monthly invoices, pay Consultant for services rendered during the previous month.
84 Brentwood will promptly provide invoices to the other Parties identifying their shares of the cost
85 of the previous month's work and such other Parties shall pay said invoices within 30 days of
86 receipt.

87
88 (2) *Cost-Share for East CC Basin GSP.* The costs associated with developing the
89 East CC Basin GSP ("**GSP Costs**"), including but not limited to, any local cost-shares required
90 by state or federal grants, will be shared equally among the Parties.

91
92 A. In-Kind Services Provided by County. The County, at its sole discretion, may
93 satisfy its share of GSP Costs by providing in-kind services, which may include but may not be

94 limited to mapping, graphics, and database management services. For Fiscal Year 2017/18, the
95 County will provide written notice to the other Parties by December 1, 2017, stating either that
96 the County will pay its share of GSP Costs during Fiscal Year 2017/18, or that the County will
97 provide in-kind services in lieu of paying its share of GSP Costs during Fiscal Year 2017/18.
98 For each fiscal year following Fiscal Year 2017/18, the County will provide written notice to the
99 other Parties by the March 15 immediately preceding the fiscal year stating either that the
100 County will pay its share of GSP Costs in the fiscal year, or that the County will provide in-kind
101 services in lieu of paying its share of GSP Costs in the fiscal year. In the case of payments to
102 Consultant or other vendors where the County wishes to substitute in-kind services for direct
103 payments, Brentwood shall allocate such invoices equally among the Parties other than the
104 County. Notwithstanding anything to the contrary contained herein, no Party shall be obligated
105 to pay the County for the value of any in-kind services provided by the County, and the value of
106 any in-kind services provided by the County shall only act as a credit towards the County's share
107 of GSP Costs, as more particularly described in Paragraph 2(e)(2)(B).

108 B. Annual Accounting. Brentwood shall prepare an annual accounting by October
109 1, 2018, and by each October 1 thereafter, that shows all GSP Costs for the previous fiscal year
110 and that identifies in-kind services provided by the County and the County's calculation of the
111 value of those in-kind services. By July 30th following the end of a fiscal year, the County will
112 provide Brentwood an accounting of the County's in-kind services during the prior fiscal year,
113 and any carry-over value of in-kind services provided during any fiscal years preceding the prior
114 fiscal year. The value of the County's in-kind services will be calculated based on (1) the then-
115 current fully-burdened hourly rates for County staff time, benefits, and overhead, and (2) the
116 County's actual costs for any materials or supplies required to provide the in-kind services.

117
118 i. Upon written notice to the other Parties no later than 15 days after
119 receiving Brentwood's annual accounting, any Party other than the County may dispute the
120 County's calculation of the value of the in-kind services that the County provided during the
121 fiscal year for which the accounting is prepared, but no Party may challenge the value of in-kind
122 services that were carried over from any fiscal year preceding the fiscal year for which the
123 accounting is prepared. In the event that one or more Parties provide notice of a dispute under

124 this subparagraph, the Parties shall promptly meet and confer in an effort to resolve the dispute
125 to the satisfaction of all Parties. The County's obligation to make any payments to other Parties
126 under Paragraph 2(e)(2)(B)(ii) shall be tolled until the County receives, from each disputing
127 Party, written notice that the dispute has been resolved to the disputing Party's satisfaction.

128
129 ii. Except as expressly provided in Paragraph 2(e)(2)(B)(i), in the event that
130 Brentwood's annual accounting shows that the value of the in-kind services provided by the
131 County during the fiscal year for which the accounting is prepared, plus any carry-over value for
132 in-kind services provided in any preceding fiscal years, is less than the individual contributions
133 of the other Parties during the fiscal year for which the annual accounting is prepared, the
134 County shall provide, by the November 30 following receipt of the annual accounting, payments
135 to each of the other Parties sufficient to equalize the values of the Parties' contributions during
136 the fiscal year for which the accounting is prepared. In the event that Brentwood's annual
137 accounting shows that the value of the in-kind services provided by the County during the fiscal
138 year for which the accounting is prepared, plus any carry-over value for in-kind services
139 provided in any preceding fiscal years, is greater than the individual contributions of the other
140 Parties, Brentwood shall credit the County with the difference and carry over that excess
141 contribution to be credited towards the value of the County's in-kind services provided in the
142 subsequent fiscal year.

143
144 2. *Other Provisions of the MOU Not Affected*

145
146 Except as expressly stated above, no provisions of the MOU shall be modified by the
147 terms of this First Amendment.

148
149
150
151 **CITY OF ANTIOCH**

152
153
154 By: _____
155 Ron Bernal, City Manager

Date: _____

161 APPROVED AS TO FORM:

162

163

164 By: _____

Date: _____

165 Derrek Cole, Interim City Attorney

166

167

168 **CITY OF BRENTWOOD**

169

170

171 By: _____

Date: _____

172 Gustavo "Gus" Vina, City Manager

173

174 APPROVED AS TO FORM:

175

176

177 By: _____

Date: _____

178 Damien Brower, City Attorney

179

180

181 **BYRON BETHANY IRRIGATION DISTRICT**

182

183

184 By: _____

Date: _____

185 Rick Gilmore, General Manager

186

187

188 **CONTRA COSTA WATER DISTRICT**

189

190 By: _____

Date: _____

191 Jerry Brown, General Manager

192

193 APPROVED AS TO FORM:

194

195

196 By: _____

Date: _____

197 District Legal Counsel

198

199

200 **CONTRA COSTA COUNTY**

201

202

203 By: _____

Date: _____

204 John Kopchik, Director of
205 Conservation and Development
206

207 APPROVED AS TO FORM:
208 Sharon L. Anderson, County Counsel

209
210
211 By: _____ Date: _____
212 Deputy County Counsel

213
214
215 **DIABLO WATER DISTRICT**

216
217
218 By: _____ Date: _____
219 Mike Yeraka, General Manager

220
221
222 **EAST CONTRA COSTA IRRIGATION DISTRICT**

223
224
225 By: _____ Date: _____
226 Patricia A. Corey, General Manager

227
228
229 **DISCOVERY BAY COMMUNITY SERVICES DISTRICT**

230
231
232 By: _____ Date: _____
233 Michael R. Davies, General Manager



EAST CONTRA COSTA FIRE PROTECTION DISTRICT

Meeting Minutes
Board of Directors Regular Meeting

Monday October 02, 2017 6:30 P.M.

***Meeting Location: Brentwood City Council Chambers,
150 City Park Way, Brentwood***

BOARD OF DIRECTORS		
Joy Benson	Joel Bryant-President	Erick Stonebarger
Robert Kenny	Brian Oftedal -Vice	Adam Langro
Cheryl Morgan	President	Susan Morgan
	Joe Young	

Call to Order: (6:32 P.M.)

PLEDGE OF ALLEGIANCE: (6:32 P.M.)

ROLL CALL: (6:33 P.M.)

Directors Present: Benson, Bryant, Kenny, Langro, Oftedal, C. Morgan, S. Morgan, Stonebarger, Young

Directors Absent:

PUBLIC COMMENTS: (6:34 P.M.)

There were two (2) Public Speakers – Steve Limrite, Mark Whitlock

PRESENTATION: (6:39 P.M.)

P.1 Administration of Oath of Office for Director Susan Morgan, who has been appointed to the Board of Directors by the Oakley City Council

CONSENT CALENDAR: (6:42 P.M.)

C.1 Approve Minutes from September 11, 2017 Board of Directors Meeting

Motion by: Director Young to approve consent item C.1
Second by: Director Oftedal
Vote Carried: 8:0:1
Ayes: Benson, Bryant, Kenny, Langro, C. Morgan, S. Morgan, Oftedal, Young
Noes:
Abstained: Stonebarger
Absent:

C.2 Establish Appropriations Limit for Fiscal Year 2017-18

Motion by: Director Young to approve consent item C.2
Second by: Director Oftedal
Vote Carried: 9:0:0
Ayes: Benson, Bryant, Kenny, Langro, C. Morgan, S. Morgan, Oftedal, Stonebarger, Young
Noes:
Abstained:
Absent:

C.3. Introduce Revised and Restated Ordinance Adopting Modified 2016 California Fire Code and Schedule Public Hearing

Motion by: Director Young to approve consent item C.3
Second by: Director Oftedal
Vote Carried: 8:1:0
Ayes: Benson, Bryant, Kenny, Langro, C. Morgan, S. Morgan, Oftedal, Young
Noes: Stonebarger
Abstained:
Absent:

DISCUSSION ITEMS

(6:43 P.M.)

D.1 Schedule for November 2018 Election of Directors and Discuss Timing of Potential Ballot Measure to Reduce the Number of Directors

There were two (2) Public Speakers – Vince Wells, Mark Whitlock

Motion by: Director Young to Direct Staff to Prepare a Resolution to Call for an All Mail Ballot Election on the Question of Changing the Size of the Board to Five Members Elected at Large
Second by: Director Kenny
Vote Carried: 7:2:0
Ayes: Benson, Bryant, Kenny, Langro, Oftedal, Stonebarger, Young
Noes: C. Morgan, S. Morgan
Abstained:
Absent:

(8:18 P.M.)

D.2 Legal Analysis of the District's Authority and Obligation to Provide Fire Protection Service

There was one (1) Public Speaker – Vince Wells

(8:30 P.M.)

D.3 Legal Analysis of Process for Detachment from or Dissolution of the District

There was one (1) Public Speaker – Stephen Smith

(8:40 P.M.)

D.4 Receive Operational Update for September 2017

There were no (0) Public Speakers

INFORMATIONAL STAFF REPORTS: (8:51 P.M.)

Chief Helmick presented the plans for Fire Prevention Week (October 8-14, 2017) and reported out regarding the CDSA Annual Conference last month.

DIRECTORS' COMMENTS: (9:00 P.M.)

NONE

A Moment of Silence for the Las Vegas Shooting: (9:01 P.M.)

INFORMATIONAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS FROM BOARD MEMBERS: (9:01 P.M.)

RECESS TO CLOSED SESSION ON THE FOLLOWING MATTERS: (9:01 P.M.)

1. Conference With Legal Counsel – Anticipated Litigation
Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): 1 potential case
2. Public Employee Performance Evaluation Pursuant to Government Code Section 54957(b)(1)
Title: Interim Fire Chief.
3. Public Employee Appointment Pursuant to Government Code Section 54957(b)(1)
Title: Fire Chief
4. Conference With Labor Negotiator Pursuant to Government Code Section 54957.6
Agency Designated Representative: Board President
Title: Fire Chief

REPORT ON CLOSED SESSION: (10:04 P.M.)

Item Number 1 – Nothing to report

Items Number 2 – 4 – President Bryant announced that the Board completed Interim Fire Chief Brian Helmick's evaluation and offered him the permanent position of Fire Chief

ADJOURN TO THE REGULAR BOARD MEETING SCHEDULED: November 06, 2017: (10:04 P.M.)



Together, Building
a Better California

This document references the interruption of power that began at approximately 10:34 a.m. on October 26, 2017.

The above outage was caused when a tractor trailer owned and operated by Dillard Trucking, Inc. (Dillard) veered off of the road and struck an electric transmission utility pole near the intersection of Highway 4 and Marsh Creek Rd. in Byron, CA. That incident caused a fault on a transmission circuit serving the Brentwood substation and resulted in the operation of a substation circuit breaker. 2,902 customers were affected by the outage. Pacific Gas and Electric (PG&E) crews worked diligently to repair the damaged pole as quickly and safely as possible and restored power to all affected customers by 12:05 a.m. the next day.

Dillard's insurance company and contact information are:

Laurie Stone
York Risk Services Group
E-mail: laurie.stone@yorkrsq.com
Office: 321-578-5162
Toll Free Phone: 800-469-2608 Ext. 5785162
Fax: 800-921-7683
Claim: #6569630
Policy #SISIPCA08347417

For questions, you can call PG&E at 1-800-743-5000.

Best Regards,

A handwritten signature in black ink, appearing to be the initials 'VB' with a stylized flourish underneath.

Vic Baker
Senior Manager
Pacific Gas and Electric
1850 Gateway Blvd
Concord, CA 94520